**General Education Policy Review Committee**

**Minutes of the August 10, 2010 Meeting**

**Present:** Don Guay, James Sage, Robert Sirabian, John Houghton, Gary Olsen.

**Called to Order:** 1:08 p.m.

**Minutes:** Approval of August 3, 2010 minutes pushed back to our next meeting.

**Announcements:** There were no announcements.

**Old Business:**

**Discussion and revision of Step 5 proposal:** the committee discussed the current draft of Step 5 and made no significant changes. Last week’s draft (August 3) was prepared to allow Provost Nook to distribute it to Deans and Chairs. It was agreed that we can probably use the same draft for campus-wide distribution. Don/Gary will check with Greg/Mark regarding when the campus-wide distribution can take place. Our initial target date was August 23 (first day of the contract period). However, with the draft in its current form, we can distribute it earlier, perhaps Friday, August 20th?

**New Business:**

**Planning for Sept. 1 Open Forum:** the committee discussed the details of the Sept. 1 Open Forum. Don agreed to develop some basic PPT slides for the first part (9:30-9:55) focusing on the main ideas, providing a timeline for the next steps, and explaining the process for the two break-out sessions that follow.

The committee also brainstormed group assignments and came up with this suggestion:

John & James: General Criteria / Cultural & Environmental Awareness

Robert & Don: Foundation

Randy, Greg, & Nisha: Investigation

Julie & Gary: Integration

The committee discussed whether or not to provide each break-out leader with materials and/or guiding questions. To keep feedback constructive, we discussed prompting the participants with the following questions: What are the STRENGTHS of the proposal? What are the WEAKNESSES of the proposal? What are some SPECIFIC RECOMMENDATIONS for addressing these weaknesses? (James will work on a draft of guidelines for table leaders.)

Gary also suggested that we provide a “grid” for feedback in each area. This might help to organize the feedback we receive for the whole GEP. For example:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Strengths | Weaknesses | Recommendations |
| Foundation (in general): |  |  |  |
| First Year Seminar: |  |  |  |
| Written Comm: |  |  |  |
| Oral Comm: |  |  |  |
| Wellness: |  |  |  |
| Quant. Literacy: |  |  |  |

(A similar grid can be developed for each area and for the general criteria.)

The committee discussed providing “comment cards” so that participants can submit anonymous feedback/suggestions. (James will work on a draft.)

The committee then discussed the function of the “wrap-up” time after the two break-out sessions. It was generally agreed that the best use of the time is to allow participants to make whatever comments they wanted.

The committee discussed what to do if participants asked about “resources”. It was noted that Provost Nook is probably in the best position to answer these questions.

**The draft GEC Proposal:**

The committee discussed the draft of the GEC proposal provided by Greg (via the CHRS group). Several points were raised: Section 4 (a) seems to place assessment of GEP within the GEC instead of the Assessment Subcommittee (yes, this was the intention; other changes to the Handbook will remove GEP assessment from the ASC). Section 4 (g) seems to be redundant given what is said in 4 (a). Perhaps it is simply to exclude other routes by which courses might be included in the GEP? And finally, Section 4 (f) uses the word “all” before assessment (which is perhaps too broad?). Instead of “all” the word “relevant” might be more appropriate?

**Next Meeting:**

The GEPRC will NOT meet again for two weeks (August 17 and August 24 are both cancelled).

The next GEPRC meeting will be on Tuesday, August 31, from 1-3 pm, NFAC 110.

Fall meetings: please remember to follow the link sent by Don (on 7/29/10) to enter your fall schedule in the “doodle calendar”.

**Adjournment:** 2:08 p.m.

*Respectfully submitted by J. Sage, secretary for the day.*